



APPLICATION FORM

for the

AB GIRLS NATIONAL LEADERSHIP TEAM

for youth members

Attached is an application form to be completed by a young woman who wishes to serve on the AB GIRLS National Leadership Team. Below is information about this responsibility. Parents or guardians of the applicant must read the Parent Information Newsletter also included with this application packet, and sign the application indicating that they understand the responsibilities and requirements of the position as well.

Youth Members: Four young women who must be in grade 8-10 when applying; 9-12 while serving. These four youth will serve on a team with two adult women and an AB Women's Ministries staff member.

General requirements include:

- a member of an American Baptist church
- active in AB GIRLS for at least one year or has attended a National Gathering for Girls; or is active in girls' ministries in her church, region, or state; or is active in her church and the youth ministry of her church
- willing to work with others as a team member
- able to speak and write well
- willing to give top priority of her time, talent, and energy to serve on the National Leadership Team, including attendance at Gathering and team meetings and work between meetings
- ability to travel, usually without adult supervision during travel (supervision will be provided at arrival)
- ability to miss a small number of school days to permit for travel to and from meetings (the NLT tries to keep missed school days to a minimum)
- written permission of parents or guardians to be a part of the team, carry through on the responsibilities, miss school when required, and travel as necessary

Term of Office:

Two years. A year begins and ends at the conclusion of the National Gathering for Girls in July. Two young women are chosen each year in order to "stagger" the terms.

Responsibilities:

- Team members shall work together to plan the programs and activities of the national AB GIRLS ministry (including the National Gathering for Girls, website, leadership development), as well as developing resources to be available for local girls' ministry leaders.
- One young woman shall be assigned the responsibility to serve as the convenor to chair the meetings of the team. She shall also serve as a full voting member of the national AB Women's Ministries executive committee and attend the meetings of that body in October and summer. (Attendance is mandatory; consideration will be given to a slightly altered schedule to allow for school commitments.) Once accepted to the NLT, there is a separate application and interview process for the convenor position.
- Three young women, along with an adult counterpart, shall be assigned the responsibility to implement the plans the team develops for each of the following: Events, Missions, and Promotions.
- Team members covenant to stay in close communication throughout the year and carry through on assigned responsibilities between meetings. Team members covenant to give high priority to responsibilities of the NLT alongside their school and family responsibilities.
- Team members covenant to give freely of their time and talents. In return, AB Women's Ministries covenants to cover the financial costs for a team member to do her job (travel, room and meals during meetings, other expenses such as postage, phone charges, etc.) as outlined in NLT Here's How.
- Team members may occasionally be invited to serve as guest speakers, workshop leaders, and in other roles at AB Women's Ministries or AB GIRLS events across the country as they are available to do so. All invitations need to go through the national office of AB Women's Ministries, and the NLT will help prepare youth and adult members for their participation in these events. However, every member of the NLT should be aware that there is the possibility of extra preparation and travel time for these events.

Selection Process:

1. This application form must be completed and mailed by **March 1** to the AB Women's Ministries national office. (NLT applications can be submitted at any time during the year. You are encouraged to submit your application by March 1 to be considered for a position on the team the following program year.)

2. References are contacted by the National Coordinator of AB GIRLS following receipt of the application.
3. A committee of the AB GIRLS National Leadership Team will select two youth each year and assign team responsibilities, taking into consideration ethnic and geographic inclusiveness.
4. Final confirmation of acceptance onto the NLT will be pending receipt of all required paperwork (health information form, transportation permission form, and photo permission form). These forms will be sent to the candidate when they are first notified of their acceptance and must be returned by the date indicated to the candidate for her to be confirmed as a member of the NLT.

Commissioning:

Girls selected to serve on the National Leadership Team will be commissioned for this responsibility as part of the National Gathering for Girls program each summer or at an alternative appropriate time chosen by the AB GIRLS coordinator in consultation with staff.

Meetings:

The NLT meets in September (usually the third weekend), in the winter months (usually the first weekend in February), and immediately prior to the National Gathering for Girls. Depending on school schedules, this may possibly mean missing a few days of school during the year. For the convenor, who has an extra meeting during the school year and one during the summer, this might mean a total of between six to seven days missed during the academic year; for other youth members, it might mean a total of four days missed during the academic year.

In addition, the team may agree to meet at other times via online or phone conference. NLT members will mutually agree to appropriate dates and times for these meetings.

In addition, a crucial part to dealing efficiently with the responsibilities of the team is consistent and close communication between meetings. NLT members must make a priority of checking and responding to email, an online newsgroup, texts, voice mail, or surface mail promptly. Many questions and items of business are taken care of in this manner.



APPLICATION FORM
for the
AB GIRLS NATIONAL LEADERSHIP TEAM
for youth members

Please print or type.

Name _____ Date _____

Address _____

City _____ State _____ ZIP _____

Phone home: (____) _____ cell: (____) _____

E-mail _____ @ _____

Date of Birth _____

Applicant's grade in school when this form is being completed: _____

American Baptist church (name/city) where applicant is a member: _____

Pastor's Signature: _____

Parental Permission

Name of parent/guardian _____

Address _____ Phone () _____

I give permission for my daughter/ward to apply for the AB GIRLS National Leadership Team. I will make every effort to support her in this important endeavor. I have read the Parent Information Newsletter, and the information in this packet, and fully understand the responsibilities of the position for which my daughter/ward is applying.

Signature of parent/guardian

email address

Past and present involvement in AB GIRLS or youth ministry program, including any offices held. Begin by listing most recent involvement. Star (*) any offices held currently and indicate when term expires.

Local:

Area/Association:

Region/State:

Past and present involvement, including any offices held, in other church, school, and community organizations.

Church:

School:

Community:

List any past and present employment experience:

List your talents and skills:

***Please include, on separate paper, a paragraph describing your faith journey, your understanding of your relationship with Jesus Christ, why you would like to serve on the National Leadership Team for AB GIRLS (including what you feel you have to offer and what you feel you will receive from such service), and anything else you feel will help us know you better.**

Please list the name, address, and phone number, and e-mail if available, of three persons (other than family members)—church leader and/or pastor, teacher, adviser, etc.—that you are using as references. Give each of these persons a copy of the reference form included, and ask that they return them to the national office of AB Women’s Ministries by **March 1**.

1. Name:	Relationship:
Address:	Phone:
E-mail address:	Cell phone:
2. Name:	Relationship:
Address:	Phone:
E-mail address:	Cell phone:
3. Name:	Relationship:
Address:	Phone:
E-mail address:	Cell phone:

DEADLINE: Arrive by March 1

MAIL TO:
AB GIRLS/AB Women’s Ministries
American Baptist Churches USA
PO Box 851
Valley Forge PA 19482-0851



AB GIRLS NATIONAL LEADERSHIP TEAM REFERENCE FORM

Make copies of this page to give to your references. Have them send the completed form by March 1 to
AB Women's Ministries, American Baptist Churches USA, PO Box 851, Valley Forge, PA 19482-0851.

Name of Applicant: _____

Address of Applicant: _____

The above named person wishes to serve as a member of the AB GIRLS National Leadership Team. Please share your observations about her below:

Her communication skills (*writing and speaking*):

Her leadership skills (*strengths and growing edges*):

How she responds to diversity; differing opinions; conflict:

How she manages her responsibilities and working relationships (*Is she able to complete her responsibilities without a lot of prompting or supervision? Does she work well with others?*):

How she displays her faith commitment in daily life:

Feel free to share any additional comments on the back of this form.

Signature: _____ Phone: () _____

Name: _____

Title/Position: _____

Address: _____

E-mail: _____



Parent Information

AB GIRLS and American Baptist Women's Ministries

2012-2013

So Your Daughter Wants to Join the NLT...!

Congratulations! You have much to be proud of when your daughter tells you she would like to participate in something like the national leadership team of AB GIRLS. That shows that she wants to follow Christ's call to serve, and that she wants to be part of something that will have impact upon the lives of girls across the U.S. and Puerto Rico, and even the world. You have raised her well!

The NLT is an exciting opportunity for each girl and woman chosen to serve on the team. Youth and adult NLT members alike are stretched in many ways, growing their leadership skills, their self-confidence, and their understanding of the movement of the Holy Spirit in their lives. Many girls and women who serve on the

team discover gifts, talents, and interests that they didn't know they had before. And we cannot forget to mention the deep and meaningful friendships that are formed on the team through shared experiences, shared work, and a shared faith.

But serving on the NLT does not come without its challenges—and those challenges aren't only for the members of the team! Being on the NLT is a commitment of time and energy on the part of members, and it's a commitment on the part of parents as well. Please read the information in these pages carefully, and *only allow your daughter to apply if you are also fully commit-*



2011-2012 NLT

ted to the guidelines that appear here. There are things we need to rely upon for the team to function as it needs to, and you are an important part of that equation. Your signature on your daughter's application form indicates your understanding of, and willingness to abide by, these guidelines.

We look forward to the possibility of working with your daughter!

If your daughter's email address changes, we need to be notified immediately.

Please do not respond to emails on your daughter's behalf unless under special circumstances—it is her responsibility to do the work of the team, not yours!

NLT Communication

The NLT communicates primarily through email and a newsgroup. Strong and regular communication is a must!

If your daughter joins the team, *she would have to be able to check and respond to email on a daily basis or*

several times a week. You would need to be sure your daughter has email access; if you have parental controls set, you would need to make sure to "allow" all email addresses related to the NLT. You will be given these email addresses if your daughter joins the team.

Inside:

NLT Communication

NLT Travel

The Costs of Travel

Traveling Alone

Travel Tips

Meetings are a Must!

School Matters

Family Matters

Attention Matters

School Tips

Summary: What You Will Be Agreeing to by Signing the Application

A definition:

We use the terms "daughter" and "parent/s" here for the sake of simplicity. All the information here is also applicable to wards and guardians. You may need to review custody agreements in terms of travel.



NLT members get used to being on planes!

“This is probably the most exciting aspect for the girls. This is probably the most scary aspect for the parents!”

Travel Tips

- Make sure your daughter has a working cell phone and plenty of travel money—a temporary credit card for emergencies may be helpful.
- Assure that both you and your daughter have the information she received from our office about what to do in case of delayed or cancelled flights.
- If your daughter is stuck overnight, it may be safer for her to sleep in the airport than to try to make her way to a hotel, or check to see if there is a hotel physically attached to the airport.
- Remind her not to be embarrassed to ask someone in uniform for help!

See New Places—Meet New People! NLT Travel

The NLT travels. A lot. We have to travel to our meetings together, we travel to the National Gathering for Girls that we host, and sometimes we travel to speaking engagements or other opportunities.

This is probably the most exciting aspect for the girls. This is probably the most scary aspect for the parents! It’s hard to put a girl on a plane by herself. But in the 15+ years of the existence of the NLT we haven’t lost a girl in an airport yet!

Below are some helpful tips and guidelines for facing the travel that is required of every NLT member.

Please note that, again, you need to be comfortable with this in order for your daughter to be on the team. So read carefully!

The Costs of Travel

AB Women’s Ministries pays for travel expenses of NLT members within certain guidelines. If your daughter joins the NLT, she will be given specific financial guidelines of the organization.

AB Women’s Ministries reimburses drivers at 14 cents per mile (the IRS rate for volunteers) up to the cost of a round-trip coach airfare. AB Women’s Ministries will also

reimburse coach airfare tickets made in a timely fashion. If an NLT member delays unnecessarily in purchasing her tickets (without prior clearance from the executive director of American Baptist Women’s Ministries) and incurs a higher airfare, it will be the responsibility of the NLT member and her family to pay the difference in the ticket cost. We will reimburse Amtrak or

bus tickets up to the cost of a coach airfare. We also reimburse the cost of one piece of checked baggage.

We will not reimburse costs for extra or overweight luggage (unless given prior approval by the executive director of AB Women’s Ministries for bringing supplies to an event), or seat upgrades.

Traveling Alone

Yes, serving on the NLT means that teenage girls are often asked to make their way through airports or train stations alone. This can be nerve-racking for parents!

The NLT girls have been traveling to meetings alone for over 15 years now. It’s easier now than it used to be—the adult members of the NLT are just a cell phone call away and can help talk girls through an airport if necessary (and have done so)!

Learning how to navigate travel by themselves builds tremendous confidence in the

girls. This can be an important step in their maturing process.

Teach your daughter what to do if something goes awry: who to talk to if a flight gets cancelled or delayed, where to go for help, safety issues in airports or train stations, etc. Making a “dry run” with her (perhaps on a family vacation) is a great idea. If you aren’t an experienced traveler, find someone in your church who is and ask them to train your daughter.

If you’re still worried, explore the “unaccompanied minor”

regulations for your airline. (There are age restrictions, and may be extra costs which ABWM will not reimburse.)

We will send out necessary information well in advance of each meeting, and we also help train the girls in travel skills.

The ability to travel alone is a requirement of serving on the team. We are not able to accommodate requests for parents to travel and stay with their daughters during meetings.



Meetings Are a Must! Part 1—School

The NLT has meetings three times a year: September, February, and immediately preceding the National Gathering for Girls in the summer. It is crucial that girls and adults on the NLT attend all of these meetings in their entirety.

This means girls may miss a few days of school through the year. We do our best to keep the number of days to be missed as minimal as possible—it is typically only two days in September and two days in February. Girls

who join the NLT receive the meeting dates well in advance and can make appropriate arrangements with teachers and coaches.

In the rare occasion that a girl on the team is in the situation that she absolutely cannot miss a day of class due to borderline grades or an exam that cannot be rescheduled, parents can discuss the situation with the AB GIRLS coordinator in advance and possibly make alternative arrangements.

If it is helpful for AB Women's Ministries to provide a letter to the teacher or school principal proving that this is a legitimate absence, we are happy to do so.

On occasion, service on the NLT can actually provide extra credit opportunities with teachers—we encourage girls to ask!

If your daughter joins the NLT, you will need to be comfortable with her missing school.



NLT meetings are hard work, but fun and educational, too!

Tips for School

- Consider whether the NLT meeting location has historical or cultural significance. A girl could do a photo essay or report for a class.
- Serving on the NLT means public speaking, planning programs, leading worship, perhaps musical performance, and so forth. Ask teachers about extra credit for any of these.
- Many schools or clubs have service requirements. Serving on the NLT, or service projects that we do as part of the team or at the Gathering, may fulfill these requirements.
- Let the school principal know about your daughter's work on the NLT—it may lead to interesting opportunities!

Meetings Are a Must! Part 2—Family Matters

Several years ago, an NLT girl was invited by her family to attend a family gathering during one of our weekend meeting times—our meetings happened to be held near where she had relatives living. We hesitantly gave permission and the girl left our meetings for a few hours. At the end of our weekend together, she shared with us that she wished she had never done so. Not only had her depar-

ture disrupted our meeting "flow" as we missed her input in several key discussions that couldn't be set aside to accommodate the time she was gone; likewise, she felt like she never entirely caught up with what she had missed. Even months later, she reflected that her absence for those hours made her consequent work on the team much more difficult.

She helped us formulate our policy: NLT members (youth and adults) make a priority of our time together during our meetings, and we *no longer accommodate requests to attend non-related events*.

Weddings and funerals can be discussed with the AB GIRLS coordinator in advance. We encourage you to consider alternate times for other family events.

Meetings Are a Must! Part 3—Attention

Although we encourage girls to be immediately in touch with their parents upon arrival at meetings and there is ample time for check-ins during breaks or after sessions are complete, we otherwise require that all cell phones be turned off during meeting sessions. As you

can well imagine, cell phones are a tremendous distraction.

We're serious about this. We even confiscated an adult's cell phone during one meeting when it rang incessantly!

There will always be a designated cell phone left on at

all times, with that number distributed to parents ahead of time in case of emergencies.

Otherwise, if your daughter joins the team, there will be times when she is simply out of touch!



Cell phones are a "no go" during meetings, but at lunch, okay!



**AB GIRLS and American
Baptist Women's Ministries**



Vital Partners for a Vital Ministry

P.O. Box 851
Valley Forge, PA 19482-0851

Phone: 610-768-2288
Fax: 610-768-2286

E-mail: info@abwministries.org
www.abwministries.org

Questions?

AB GIRLS Coordinator: Ruth Alerte,
dralerte@gmail.com

Staff to the NLT: Rev. Sandra Hasenauer,
Associate Executive Director of AB Women's
Ministries
sandra.hasenauer@abc-usa.org

Executive Director of AB Women's Ministries:
Virginia Holmstrom
virginia.holmstrom@abc-usa.org

Service on the national leadership team of AB GIRLS will

- enrich your daughter's life through service to God, fellowship with others, and the important tasks to be accomplished;
- enrich the lives of your daughter's co-workers through her presence and contribution;
- enrich the lives of girls and women in your local church as your daughter shares information with them and seeks their input;
- enrich the lives of girls and women across the United States and in Puerto Rico as your daughter collaborates with members of the team to envision



Developing leadership skills is an important part of being on the NLT

AB GIRLS Covenant

Remembering the words of Christ, who said,
"I am the light of the world," and also
"You are the light of the world"
I promise

to grow in Christ
to share my gifts of time and money, talents and
prayer, and
to serve with others in God's world,

So that the Light of Life may shine through me.

Summary: What You Will Be Agreeing to by Signing the

For your daughter to apply to the national leadership team of AB GIRLS, **your signature on the application form will mean that you have read this information, understand it, and support the needs of the team in the following ways:**

1. You will allow and encourage your daughter to use an email account, the Internet, and texting (if you have a plan) regularly to communicate with the team. You will adjust her parental controls as needed to accept any emails from team members, national staff, and the news-group.
2. You will refrain from doing your daughter's work for her and instead allow her to live up to the responsibility of the task. You will, however, encourage her to do so!
3. You will allow your daughter to travel alone as needed for meetings, helping her to build confidence in herself by helping her gain necessary life skills and tools.
4. You understand that your daughter may not be able to communicate with you at all times while she is attending meetings; rather, if you leave messages in her voice mail or by text she will be able to return your calls as soon as she is on a break or after meetings are concluded for the day.
5. You understand that she will miss three to five days of school spaced through the school year. You will ask her to be sure she has her meeting schedule at the beginning of the school year and will communicate with teachers about her scheduled absences in a timely fashion.
6. You understand that she will be unavailable for family events or other non-NLT-related engagements or concerns during scheduled meeting weekends and National Gathering.
7. You will be warmly encouraging and supportive of your daughter's involvement with the NLT, asking her about her experiences, letting her know how proud you are of her, sharing with your church about her work, and otherwise recognizing what hard work she will be doing!

AB Women's Ministries also has responsibility for the members of the NLT. We run background checks on any adults (including staff) who serve on the team and we have policies regarding housing arrangements and other circumstances during meetings and at the National Gathering for the safety of the girls. We provide information and training to NLT members for their responsibilities, and engage in intentional, healthy, mentoring relationships.